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PLANNING STAFF
WEEKLY REPORT FOR PERIOD ENDING 22 NOVEMBER 1988

I. Progress Report on Tasks Assigned by the DCI/DDCI:

II. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. PLANNING:

25X1

[Redacted]

2. OL/PS prepared a response for the D/L to a request from the Chief, DDA Management Staff for OL's projected requirements for TV hook-ups in the New and Original Headquarters Buildings. Canvassing of O/L component offices indicated a need for 14 hook-ups. This information will be used by OIT and OIR to plan the installation of a new distribution system to provide secure video service to all components in the Headquarters complex. [Redacted] AEO/OL, will be OL's contact to plan with OIT and OIR representatives the location of the requested hook-ups at headquarters.

25X1

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[Redacted]

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25X1



C. HEADQUARTERS CLAIMS REVIEW BOARD

The Office of Finance has concurred with the proposed poster designed by the HCRB, encouraging employees to carry traveler's checks when traveling on official business. The maximum amount that can be considered for reimbursement, barring negligence, is \$300. The poster will be distributed to all support offices, disbursing offices etc.

25X1



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III. Significant Events Anticipated During the Coming Week:

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IV. Perspective of Staff Activity:

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Addition to PS Weekly

STAT On 22 November, at request of FMG, C/PS met with Tom [redacted] OTE, Leadership Development Division. Tom is designing a "case problem" on parking for the Mid-Career or Program for Creative Mgt. Course. C/FMG has provided the parking briefing slides for use in designing the case problem. I anticipate a wide exposure of parking statistics if all information provided is introduced into a classroom environment.

STAT [redacted]